

# MONARCH Cover Order Form

Materials Group Inc.

This form is **REQUIRED** for all covers.  
Please Complete all questions below  
All Monarch Covers are manufactured symmetric

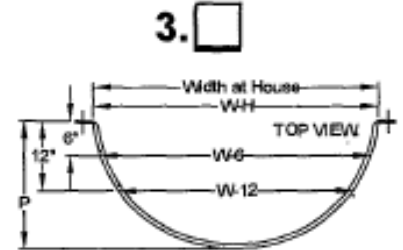
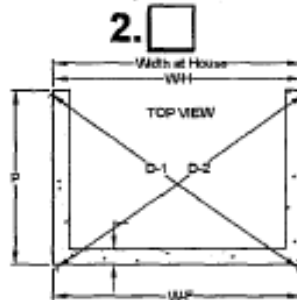
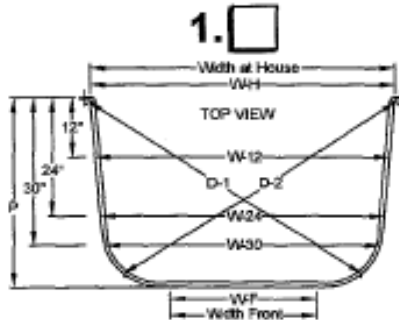
Phone 800-343-9370 • E-mail [Info@monmatgrp.com](mailto:Info@monmatgrp.com) • Fax 515-993-4372 • Website [www.monmatgrp.com](http://www.monmatgrp.com)

Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Date \_\_\_\_\_ Additional Comments \_\_\_\_\_

## Well Location

(ex. Back of House, Room Name) \_\_\_\_\_

1.) Please select the number that best represents the shape of the window well.



\* Some windows wells may be nonuniform.

- All measurements **must** be taken **Outside to Outside**.
- Covers are designed with a 1" - 2" overhang.
- For #2 please provide width of concrete/brick/wood.

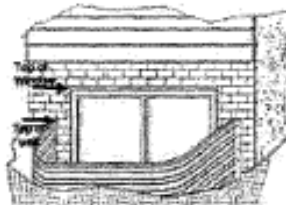
- For D1, D2 start tape measure at corner of well, and measure the furthest distance directly across.
- Measure projection straight across (DO NOT measure on an angle).

2.) Measure and write down the corresponding outside to outside measurements for the window well.

### Provide the following measurements (inches)

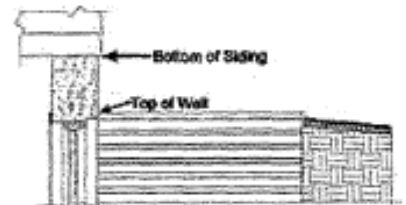
Width at House (W-H)	Projection (P)	Width Front (WF)	Diagonal 1 (D1)	Diagonal 2 (D2)	Width at 6" (W6)	Width at 12" (W12)	Width at "24 (W24)	Width at 30" (W30)

3.) Measure the distance from the top of the well to the top of the window (if below N/A)



\_\_\_\_\_ Inches

4.) Measure from the top of the well to the bottom of the siding.

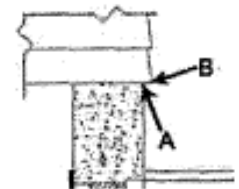


\_\_\_\_\_ Inches

5.) Does the window swing open away from the house?

Yes  
 No

6.) Thickness of siding (A - B)



\_\_\_\_\_ Inches

7.) Type of Cover (for more info visit [www.MonMatGrp.com](http://www.MonMatGrp.com))

- Thermal Hinge       MILL  
 EZ Cover               WHITE  
                                     BRONZE

8.) Window Well Material

- Steel                       Wood  
 Concrete                 Fiberglass/Plastic

9.) Brand of window well (if known)

\_\_\_\_\_

By signing below customer acknowledges all information is correct.

Signed \_\_\_\_\_